

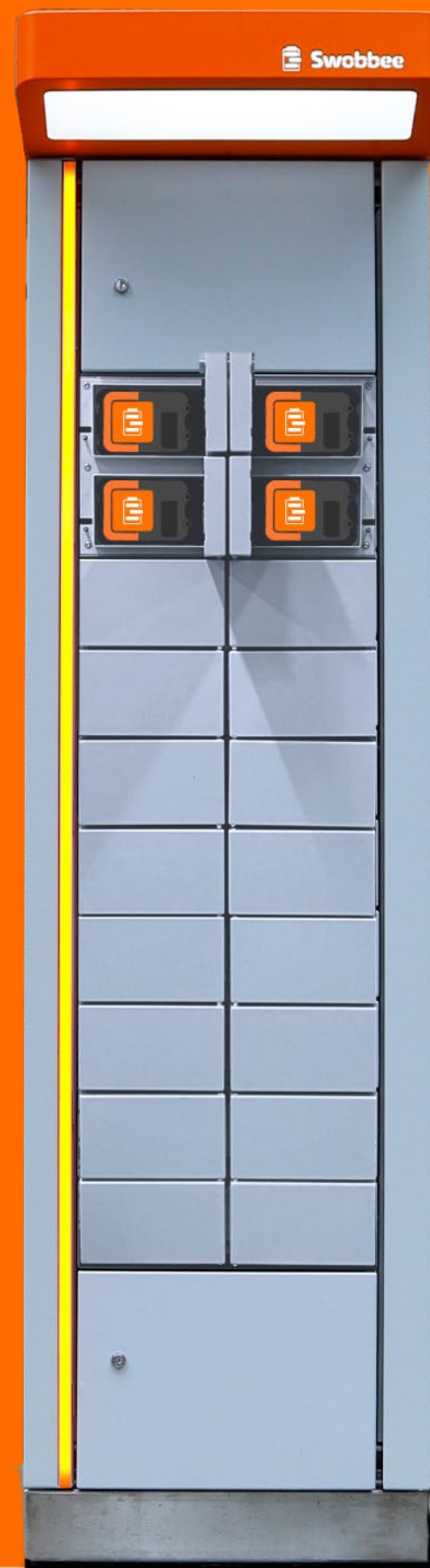
Apply now!

Operations Intern part-time / hybrid

10-20 hours per week
in New York City

Swobbee US Corp.
C/O NEWLAB, 19 Morris
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www.swobbee.com



Swobbee is building a network of battery charging and swapping stations in NYC, allowing users to conveniently swap their e-bike batteries at a station rather than charge at home. This eliminates range anxiety and ensures safe charging practices.

Originally headquartered in Berlin, Germany, we are expanding to the US and are seeking a motivated individual to support our operations and customer-facing activities as we build our US footprint.

As an Operations Intern,

you'll work directly with the Team and gain hands-on experience in various aspects of an early-stage business, including customer service, product development, operations, process building, and data analysis.

This is an exciting opportunity for someone who thrives in dynamic environments and is eager to learn the ins and outs of startup life.

This is a paid role at \$20/hour.

That's you:

- + Structured, organized, and detail-oriented; capable of juggling multiple tasks and priorities.
- + A self-starter with a proactive attitude, comfortable working independently and taking initiative.
- + Driven and motivated to contribute meaningfully to a growing startup.
- + Strong communication and interpersonal skills to work effectively with diverse stakeholders.
- + A genuine interest in sustainable mobility, technology, or startups.
- + Currently pursuing an undergraduate or graduate degree.
- + Strong organizational skills and ability to manage complex projects.

Bonus points for:

- + Experience working in startups or early-stage environments.
- + Familiarity with product development cycles or operational processes.
- + Knowledge of a second language, particularly French, Spanish, or Chinese

Your main tasks:

- + Provide on-the-ground customer support at battery swapping stations, ensuring smooth service for riders.
- + Assist the team in managing day-to-day operational tasks, including research, analysis, and project coordination.
- + Collect and analyze operational and user data to identify opportunities for improvement.
- + Support product development efforts: testing new features, gathering user feedback, and communicating findings to the tech team.
- + Help streamline, document, and scale operational processes.
- + Manage ad hoc projects that arise in the fast-paced startup environment.
- + Develop new concepts and location designs, such as the integration of Swobbee station into mobility hub projects

Note: this is a hybrid role—there will be some days where you can work from home, but others where we will need you in the City!

Whether at our office at Newlab in Brooklyn or out in the field—this role will definitely not be boring!



If you're eager to dive into the world of startups and play a critical role in shaping Swobbee's success in the US, we'd love to hear from you!

To apply, please email your resume and cover letter to:

Holland Cathey
h.cathey@swobbee.com